

ASHEVILLE DOWNTOWN COMMISSION

REQUIREMENTS FOR FORMAL DESIGN REVIEW

For Formal Design Review submit 12 half-size sets of plans at a standard architectural scale. Submittal must be received by City staff at least 3 weeks prior to Downtown Commission meeting date. The following information shall be included:

COVER SHEET:

- ? Total area of site in square feet.
- ? Number of proposed new buildings with gross square footage:
Provide calculations for each building including parking structures.
Provide additional calculations for heated square feet in the structure.
Provide calculations per use as proposed in the structure
Provide number of residential units and average size of units (if applicable for the project)
- ? Square footage for each building's footprint and the percentage of the site covered by the building(s).
- ? Number of stories for each building and height, as defined by Code.
- ? Number of parking and loading spaces - existing, proposed, # required by zoning and percentage of the total site covered by parking.
- ? Percentage of the total site dedicated to paving (driveways, walkways, courtyards, and trash storage).
- ? Existing zoning and any requested variance(s) from zoning as found in the UDO.

SITE PLANS: Site Plan shall be at 1:50 or larger.

- ? Vicinity map: Show property in context with the neighborhood.
- ? Property lines, setback lines, easements, right-of-ways and their dimensions.
- ? All structures: primary and accessory buildings, fences, decks, trash enclosures, etc.
- ? Treatment of all areas not covered by structures: landscaped areas, parking areas, walkways, driveways, location of curb cuts.
- ? Location of light standards and fixtures.
- ? Proposed street dedications and improvements - curbs, gutters, ramps, sidewalks.
- ? Parking lot layout and loading areas if applicable.

LANDSCAPE PLANS (may be combined with site plan)

- ? Pedestrian and vehicular circulation systems, parking areas, driveways and other paved areas.
- ? Existing trees (location, species, size) to remain.
- ? Existing trees (location, species, size) to be removed.
- ? Prominent natural features.

- ? All proposed trees, shrubs, ground cover and other plant materials with outline of mature size. Show the location, species and size of plants.
- ? Outdoor equipment, such as benches, trash cans, etc.
- ? Fences and walls.
- ? Grading plan, showing existing and proposed contours.

ELEVATIONS: Elevations shall be accurately color-rendered.

- ? Drawings showing relationship of proposed building(s) to adjacent properties.
- ? All exterior elevations, including existing structures to maintain.
- ? Finished floor elevations.
- ? Stairs, ramps, fences and walls.
- ? Refuse, storage and pickup areas.
- ? Utility meters, meter boxes, and their proposed screening.
- ? Flues, chimneys, exhaust fans and downspouts.
- ? Canopies, awnings, sunshades, louvers.
- ? Balconies and decks.
- ? Mechanical equipment (including rooftop equipment) and proposed screening.
- ? Antennas, or any exterior communication apparatus.
- ? Type of glazing (e.g., clear, opaque, etc.)
- ? Call out all materials to be used.
- ? Location and size of lighting standards and fixtures (both fixed to the building and freestanding).

FLOOR PLANS: Floor plans shall be at a scale of 1/16"=1' or larger

- ? Floor plans of all floor levels.
- ? Location of primary pedestrian entrance.
- ? Location of entrance from parking.
- ? Roof plan including the location of mechanical equipment.

SIGNAGE PLANS:

- ? A site plan and elevations, showing the dimensions, form and exact location of any proposed sign(s).
- ? Area (in square feet), and style of letters/symbols of the proposed signs.
- ? Sign materials (wood, plastic, metal, etc.) and color samples.
- ? Indicate whether signs are to be illuminated.
- ? Any requested variance from UDO or sign ordinance.

COLOR AND MATERIAL SAMPLES BOARD

- ? Samples and colors of all exterior materials, including all wall surfaces, glazing, trim and paving materials.